



HEADQUARTERS NEW JERSEY ARMY AND AIR NATIONAL GUARD
NEW JERSEY DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
3650 SAYLORS POND ROAD
FORT DIX, NEW JERSEY 08640-7600

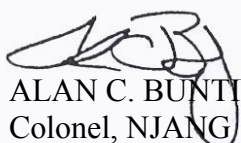
AIR BULLETIN NO. 4

23 October 2001

LEAVE TRANSFER PROGRAM APPLICANT (HRO-MTM-ER)

1. The federal personnel system allows the use of a Leave Transfer Program in which annual leave may be transferred to a federal employee who is affected by medical or family medical emergency situations. *Application for the use of this program has been made by MSgt Laura Rabe, 108ARW.*
2. MSgt Rabe is under going a year of chemotherapy. Due to the significant side effects She is required to take a leave of absence. MSgt Rabe will be out of work for approximately 12 months. MSgt Rabe has exhausted all of her leave.
3. Any ARNG/ANG federal employee wishing to donate annual leave to MSgt Rabe should complete the form attached to Appendix B, NJDMAVA TPR 600 (660.15) and forward to HRO-ERS, SMSgt Kathy L. Christian.
4. Any leave donated but not used by the recipient for their medical emergency will be returned to the donor(s) on a prorata basis as administered by HRO.
5. It is emphasized that this is a voluntary program. Your participation in the program is a personal decision. No technician will be directly or indirectly intimidated, threatened or coerced regarding his or her decision to participate.
6. See your supervisor for information in the Voluntary Leave Transfer Program as published in NJDMAVA TPR 600 (630.15).

OFFICIAL:


ALAN C. BUNTING
Colonel, NJANG
Air Executive Officer

PAUL J. GLAZAR
Major General, NJARNG
The Adjutant General

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